

***** THIS IS A REPOST *****

DELAWARE DEPARTMENT OF JUSTICE

JOB OPENING

Opening Date: September 23, 2020

Closing Date: Open Until Filled

*****First Application Review: October 6, 2020*****

AUDITOR – PAY GRADE 15

Fraud & Consumer Protection Division, Medicaid Fraud Control Unit

New Castle County

Description of Duties:

The Delaware Department of Justice is seeking an exceptional and highly motivated auditor/data analyst to join the Medicaid Fraud Control Unit in the Fraud & Consumer Protection Division in the New Castle County office as an Auditor. We seek an individual with a strong commitment to working in the public interest.

This Auditor will be responsible for providing auditing and data analysis expertise in civil and criminal health care fraud investigations. The civil cases pertain to health care fraud and cases brought under the Delaware False Claims and Reporting Act. The criminal cases involve the prosecution of health care fraud, drug diversion, patient abuse and neglect, and financial exploitation cases. In addition, the Auditor will be assigned to multijurisdictional *qui tam* cases managed by the National Association of Medicaid Fraud Control Units. The Auditor will be a member of an investigative team responsible for compiling evidence of fraudulent activity throughout the Delaware Medicaid and Medical Assistance Program and other State and Federal programs. There is considerable teamwork involved in identifying, investigating, and litigating health care fraud. The ability to work independently and collaboratively as a member of a team is essential.

Specific duties for the position include the following: (1) performing auditing of financial and medical records relating to health care fraud investigations; (2) performing database queries to extract claims records and other data to support investigations; (3) collecting, evaluating, and analyzing varied and complex health care and financial data; (4) detecting and developing trends and patterns in claims and financial records to identify evidence of fraud; (5) researching laws, policy, and regulations to facilitate claims analysis; (6) summarizing data use tables, charts, graphs, and other methods, where applicable; (7) identifying and calculating restitution and damage figures; (8) preparing written reports and presenting findings to an investigative team; (9) preparing trial exhibits and testifying, as needed; and (10) other duties, as assigned. It is encouraged that applicants submit a writing sample demonstrating proficiency in data analysis and report writing, but not required.

Minimum Qualifications:

- Possession of a Bachelor's degree or higher in a relevant discipline; equivalent work experience may be considered.
- Ability to prepare analytical reports and maintain records.
- Skill in planning, prioritizing, organizing, and problem solving.
- Experience using any of the following software for data analysis: MS Excel, MS Access, SAP Business Objects, Tableau, or other data analytics/statistical software.

Preferred Qualifications:

- Familiarity with finance, accounting, business management, or other related areas.
- Knowledge of Medicaid, general healthcare industry practices, or medical billing and coding concepts.
- Experience collecting, analyzing, summarizing, and formatting large data sets.

We will begin review applications and scheduling interviews on October 6, 2020.

Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources.

External Applicants: Please submit Resume and the Delaware Department of Justice Application (please see link): <http://attorneygeneral.delaware.gov/executive/hr/job-application/>

OR External Applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@delaware.gov OR Fax to: 302-577-5866. EOE.